**[YOUR LETTERHEAD]**

**[Current Date]**, 20\_\_\_\_\_

MEMORANDUM

TO: **[Delegate]**

FROM:  **[Delegating Officer]**

SUBJECT: Delegation of Authority to Execute and Deliver **Agreements that Grant an Interest in Intellectual Property**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I appoint you as my delegate to execute and deliver agreements granting an interest in intellectual property on behalf of the Board pursuant to authority granted in Rule 10501 and Rule 90105, Sections 1 and 3, of the Regents' Rules and Regulations. This section covers typical option and license agreements and research contracts with corporate sponsors, as well as non-disclosure agreements and material transfer agreements.

To comply with Rule 10501 of the Regents' Rules, non-governmental agreements (for example, sponsored research contracts with a corporate sponsor and/or licenses) for more than $1,000,000 must be reviewed by the Office of General Counsel.

Under Rule 10501, Section 2.1 of the Regents’ Rules, all authority to execute and deliver agreements is subject to the Regents’ Rules and compliance with all applicable laws and special instructions or guidelines issued by the Chancellor, an Executive Vice Chancellor, or the Vice Chancellor and General Counsel. Please ensure that you comply with the Regents' Rules, laws, special instructions and guidelines relevant to this delegation of authority.

*You are not authorized to further delegate the authority granted to you pursuant to this memorandum.*

**[*Optional Language:*** This memorandum supersedes the prior delegation of authority memorandum from \_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_ dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_, in connection with authority to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**]**

cc: Ms. Dana L. Hollingsworth